

*City of York Board of Architectural Review  
Minutes  
November 2, 2020*

Members present:

Chairperson Beth Bailey  
Quinn Witte  
Gene Gaulin  
Gary Stewart  
A. Lee McLin  
Linda Lowman  
Diane Hanlon

Members absent:

Others present:

Planning Director Breakfield  
Zoning Administrator Blackston  
(see sign-in sheet)

Chairperson Beth Bailey called the meeting to order at 6:30 p.m.

**The first item of business** was approval of the draft Minutes from the October 5, 2020 meeting. Upon a Motion by Quinn Witte, seconded by Diane Hanlon, the Board unanimously approved the Minutes as submitted.

**The second item of business** was consideration of a certificate of appropriateness (COA) application for signage for the Wing King located at 20 North Congress Street.

Planning Director Breakfield reminded the Board of requirements from the Historical District Construction Design Standards (HDCDS).

Per the evaluation process detailed in the HDCDS, the Board made the following findings of facts regarding the proposal:

1. The subject property is historic and located in a largely-intact, historically, architecturally, and culturally-significant area.
2. The subject certificate of appropriateness application did comply with the HDCDS.

After discussion and upon a Motion by Gene Gaulin, seconded by Linda Lowman, the Board unanimously approved the application as submitted.

**The third item of business** was consideration of a COA application for signage for Scoop's Ice Cream located at 1 North Roosevelt Street.

Planning Director Breakfield reminded the Board of requirements from the Historical District Construction Design Standards (HDCDS).

Per the evaluation process detailed in the HDCDS, the Board made the following findings of facts regarding the proposal:

1. The subject property is historic and located in a largely-intact, historically, architecturally, and culturally-significant area.
2. The subject certificate of appropriateness application did not comply with the HDCDS.

After discussion and upon a Motion by Linda Lowman, seconded by Diane Hanlon, the Board unanimously denied the application finding noncompliance with letter sizing and maximum number of colors, and that the sign was installed without BAR approval and a COA.

**The fourth item of business** was consideration of a COA application for signage to be located at 26 West Liberty Street.

Planning Director Breakfield reminded the Board of requirements from the Historical District Construction Design Standards (HDCDS).

Per the evaluation process detailed in the HDCDS, the Board made the following findings of facts regarding the proposal:

1. The subject property is historic and located in a largely-intact, historically, architecturally, and culturally-significant area.
2. The subject certificate of appropriateness application did comply with the HDCDS.

After discussion and upon a Motion by Quinn Witte, seconded by A. Lee McLin, the Board unanimously approved the application as submitted.

**The fifth item of business** was consideration of a COA application for a detached garage to be located at 121 North Congress Street.

Planning Director Breakfield reminded the Board of requirements from the Historical District Construction Design Standards (HDCDS).

Per the evaluation process detailed in the HDCDS, the Board made the following findings of facts regarding the proposal:

1. The subject property is historic and located in a largely-intact, historically, architecturally, and culturally-significant area.
2. The subject certificate of appropriateness application did comply with the HDCDS.

After discussion and upon a Motion by A. Lee McLin, seconded by Gene Gaulin, the Board unanimously approved the application as submitted.

**The sixth item of business** was consideration of a COA application for a detached carport to be located at 15 West Liberty Street.

Planning Director Breakfield reminded the Board of requirements from the Historical District Construction Design Standards (HDCDS).

Per the evaluation process detailed in the HDCDS, the Board made the following findings of facts regarding the proposal:

1. The subject property is historic and located in a largely-intact, historically, architecturally, and culturally-significant area.
2. The subject certificate of appropriateness application did comply with the HDCDS.

After discussion and upon a Motion by Quinn Witte, seconded by Diane Hanlon, the Board unanimously approved the application as submitted.

**The seventh item of business** was consideration of a COA application for a detached garage to be located at 212 East Liberty Street.

Planning Director Breakfield reminded the Board of requirements from the Historical District Construction Design Standards (HDCDS).

Per the evaluation process detailed in the HDCDS, the Board made the following findings of facts regarding the proposal:

1. The subject property is historic and located in a largely-intact, historically, architecturally, and culturally-significant area.
2. The subject certificate of appropriateness application did comply with the HDCDS.

After discussion and upon a Motion by Linda Lowman, seconded by Diane Hanlon, the Board unanimously approved the application as submitted. Since Chairperson Bailey owns the subject property, she recused herself from the discussion and vote on the application and removed herself from the room. Gene Gaulin acted as Chairperson for this item.

**The eighth item of business** was consideration of a COA application for gutter replacement at 218 East Jefferson Street.

Planning Director Breakfield reminded the Board of requirements from the Historical District Construction Design Standards (HDCDS).

Per the evaluation process detailed in the HDCDS, the Board made the following findings of facts regarding the proposal:

1. The subject property is historic and located in a largely-intact, historically, architecturally, and culturally-significant area.
2. The subject certificate of appropriateness application did comply with the HDCDS.

After discussion and upon a Motion by A. Lee McLin, seconded by Gene Gaulin, the Board unanimously approved the application as submitted.

**The ninth item of business** was consideration of a COA application for freestanding signage for a new tool rental addition for Lowe's located at 1010 East Liberty Street.

Planning Director Breakfield reminded the Board of requirements from the Gateway Corridor Overlay District.

After discussion and upon a Motion by Gary Stewart, seconded by Quinn Witte, the Board unanimously approved the application as submitted.

There being no further business, the meeting was adjourned at 8:25 pm.

Respectfully submitted,

C. David Breakfield, Jr. AICP, MCP  
Planning Director

cc: File, Board of Architectural Review 11/2/2020  
Seth Duncan, City Manager